



AGENDA

Finance and Administration Committee Agenda

Committee Members

Michael Hennessey, Chairman
Brian Goodell, Vice Chairman
Patrick Harper
Gene Hernandez
Steve Jones
Joseph Muller
Vicente Sarmiento

Orange County Transportation Authority
Headquarters
Conference Room 07
550 South Main Street
Orange, California

Wednesday, September 14, 2022 at 10:30 a.m.

Any person with a disability who requires a modification or accommodation in order to participate in this meeting should contact the Orange County Transportation Authority (OCTA) Clerk of the Board's office at (714) 560-5676, no less than two business days prior to this meeting to enable OCTA to make reasonable arrangements to assure accessibility to this meeting.

Agenda Descriptions

Agenda descriptions are intended to give members of the public a general summary of items of business to be transacted or discussed. The posting of the recommended actions does not indicate what action will be taken. The Committee may take any action which it deems to be appropriate on the agenda item and is not limited in any way by the notice of the recommended action.

Public Availability of Agenda Materials

All documents relative to the items referenced in this agenda are available for public inspection at www.octa.net or through the Clerk of the Board's office at the OCTA Headquarters, 600 South Main Street, Orange, California.

Meeting Access and Public Comments on Agenda Items

Members of the public can either attend in-person (subject to OCTA's Coronavirus (COVID-19) safety protocols) or listen to audio live streaming of the Board and Committee meetings by clicking the below link:

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In-Person Comment

Members of the public may attend in-person (subject to OCTA's COVID-19 safety protocols) and address the Board regarding any item. Members of the public will be required to complete a COVID-19 symptom and temperature screening.



Please complete a speaker's card and submit it to the Clerk of the Board (or notify the Clerk of the Board the item number on which you wish to speak). Speakers will be recognized by the Chairman at the time the agenda item is to be considered. A speaker's comments shall be limited to three minutes.

Written Comment

Written public comments may also be submitted by emailing them to ClerkOffice@octa.net, and must be sent by 5:00 p.m. the day prior to the meeting. If you wish to comment on a specific agenda Item, please identify the Item number in your email. All public comments that are timely received will be part of the public record and distributed to the Board. Public comments will be made available to the public upon request.

Call to Order

Pledge of Allegiance

Director Hernandez

Special Calendar

- 1. Metrolink Fiscal Year 2022-23 Budget Update**
Johnny Dunning, Jr.

Overview

The Southern California Regional Rail Authority is a five-member joint powers authority that operates the 400-mile commuter rail system known as Metrolink. An update on Metrolink's Fiscal Year 2022-23 budget is provided for Board of Directors' information.

Consent Calendar (Items 2 through 5)

All items on the Consent Calendar are to be approved in one motion unless a Committee Member or a member of the public requests separate action or discussion on a specific item.

- 2. Approval of Minutes**

Recommendation

Approve the August 24, 2022 minutes of the Finance and Administration Committee meeting.



- 3. Non-Revenue Vehicle Purchases and Assignment, Internal Audit Report No. 22-512**
Serena Ng/Janet Sutter

Overview

The Internal Audit Department of the Orange County Transportation Authority has completed an audit of non-revenue vehicle and accessory purchases and assignment. Based on the audit, purchases complied with most policies and procedures; however, recommendations have been made to improve controls related to invoice review, ensure motor pool vehicle reservations comply with all policy requirements, and ensure documentation is obtained to verify pricing when utilizing state contracts.

Recommendation

Direct staff to implement three recommendations provided in Non-Revenue Vehicle Purchases and Assignment, Internal Audit Report No. 22-512.

- 4. Cooperative Agreement with the Anaheim Transportation Network for Transit Services**
Sam Kaur/Andrew Oftelie

Overview

The Anaheim Transportation Network first entered into an agreement with the Orange County Transportation Authority in 2005 to establish roles and responsibilities regarding the collection of transit data and sub-allocation of Federal Transit Administration grant funds. The existing agreement expired on August 31, 2022. Approval is requested to enter into a new cooperative agreement for the distribution of Federal Transit Administration Section 5307 and Section 5339 funds.

Recommendation

Authorize the Chief Executive Officer to negotiate and execute Cooperative Agreement No. C-2-2777 between the Orange County Transportation Authority and Anaheim Transportation Network, in the amount of \$5,713,000, for a term of five years, to establish roles and responsibilities for the distribution of Federal Transit Administration Section 5307 and Section 5339 funds.



5. Amendment to Agreement for System Manager and Business Analyst Support Services

Victor Velasquez/Andrew Oftelie

Overview

On October 4, 2021, the Orange County Transportation Authority entered into an agreement with Carpe Datum for a one-year term to provide system manager and business analyst support services for various financial systems used by the Financial Planning and Analysis Department. An amendment is needed for continued system manager and business analyst support services.

Recommendation

Authorize the Chief Executive Officer to negotiate and execute Amendment No. 1 to Agreement No. C-1-3495 between the Orange County Transportation Authority and Carpe Datum, in the amount of \$158,380, to provide continued system manager and business analyst support services through March 31, 2023. This will increase the maximum obligation of the agreement to a total contract value of \$397,340.

Regular Calendar

6. 2022 Measure M2 Sales Tax Forecast

Sam Kaur/Andrew Oftelie

Overview

The Orange County Transportation Authority contracts with MuniServices, LLC and three universities to forecast Measure M2 taxable sales. MuniServices, LLC and the three universities have provided updated forecasts and staff has incorporated the new information into the annual update for the long-range forecast of Measure M2 taxable sales.

Recommendation

Receive and file as an information item.



Discussion Items

- 7. **Public Comments**
- 8. **Chief Executive Officer's Report**
- 9. **Committee Members' Reports**
- 10. **Closed Session**

There are no Closed Session items scheduled.

11. **Adjournment**

The next regularly scheduled meeting of this Committee will be held at **10:30 a.m. on Wednesday, September 28, 2022**, at the OCTA Headquarters, Board Room, 550 South Main Street, Orange, California.